



FEDERAL ELECTION COMMISSION
WASHINGTON, D.C. 20463

RQ-2

October 14, 2005

Michael A. Avella, Treasurer
New York Republican Federal Campaign
Committee
315 State Street
Albany, NY 12210

Response Due Date:
November 14, 2005

Identification Number: C00055582

Reference: September Monthly Report (8/01/05 – 8/31/05)

Dear Mr. Avella:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. This notice requests information essential to full public disclosure of your federal election campaign finances. **An adequate response must be received at the Commission by the response date noted above.** An itemization of the information needed follows:

-Commission Regulations require that a committee disclose the identification of all individuals who contribute in excess of \$200 in a calendar year. (11 CFR §104.3(a)(4)(i)) Identification for an individual is defined as the full name, mailing address, occupation and name of employer. (11 CFR §100.12) Your report discloses contributions from individuals for which the identification is not complete.

You must provide the missing information, or if you are unable to do so, you must demonstrate that "best efforts" have been used to obtain the information. To establish "best efforts," you must provide the Commission with a detailed description of your procedures for requesting the information. Establishing "best efforts" is a three-fold process.

First, your original solicitation must include a clear and conspicuous request for the contributor information and must inform the contributor of the requirements of federal law for the reporting of such information. (11 CFR §104.7(b)(1))

Second, if the information is not provided, you must make one follow-up, stand alone effort to obtain this information, regardless of whether the

contribution(s) was solicited or not. This effort must occur no later than 30 days after receipt of the contribution and may be in the form of a written request or an oral request documented in writing. (11 CFR § 104.7(b)(2))
The request must:

- clearly ask for the missing information, without soliciting a contribution;
- inform the contributor of the requirements of federal law for the reporting of such information, and
- if the request is written, include a pre-addressed post card or return envelope.

Third, if you receive contributor information after the contribution(s) has been reported, you shall either a) file with your next regularly scheduled report, an amended memo Schedule A listing all the contributions for which additional information was received; or b) file on or before your next regularly scheduled reporting date, amendments to the report(s) originally disclosing the contribution(s). (11 CFR §104.7(b)(4))

Please provide the missing information or a detailed description of your procedures for requesting the information. For more information on demonstrating "best efforts," please refer to the Campaign Guide.

-The identification of each contributor, including an adequate occupation and name of employer for each, must be provided if the person has contributed in excess of \$200 in the aggregate during the calendar year. Please amend Schedule A supporting Line 11(a)(i) for each entry inadequately identified as "Information Requested/ Information Requested", "Executive Director/ NYRSC", "State Employee/ NYS", "Public Relations/ NYS DEC", "Special Assistant/ NYS DEC", "Information Requested/ NYS DEC", "Attorney/ NYS DED", "Regional Director/ NYS DED", "Government Employee/ NYS DHCR", "Attorney/ NYS DMNA", "Director of Human Resources/ NYS DOCS", "Director/ ERDA", "Information Requested/ ERDA", "Executive/ HESC", "Associate Commissioner/ NYS OCFS", "Attorney/ OMRDD", "Deputy Commissioner/ NYS OPRHP", "Internal Audit/ NYS OTDA", "Commissioner/ NYS OTDA", "Director of Operations/ NYS STAR", "Consultant/ Self", "Self/ Self", and "Vice Chancellor/ SUNY".

-On Schedule H2, you disclose the ratio for "GC Day at Races Reception 8/26" to be "new"; however, Schedule H2 of your August Monthly Report (7/01/05 – 7/31/05) disclosed a ratio for this activity/event which is identical to the one given in this report. Please amend your report to clarify this discrepancy. 11 CFR §§104.10 and 104.17

Please note, you will not receive an additional notice from the Commission on this matter. Adequate responses received on or before this date will be taken into consideration in determining whether audit action will be initiated. Requests for extensions of time in which to respond will not be considered. Failure to provide an adequate response by this date may result in an audit of the committee. Failure to comply with the provisions of the Act may also result in an enforcement action against the committee. Any response submitted by your committee will be placed on the public record and will be considered by the Commission prior to taking enforcement action.

Electronic filers must file amendments (to include statements, designations and reports) in an electronic format and must submit an amended report in its entirety, rather than just those portions of the report that are being amended. If you should have any questions regarding this matter or wish to verify the adequacy of your response, please contact me on our toll-free number (800) 424-9530 (at the prompt press 5 to reach the Reports Analysis Division) or my local number (202) 694-1398.

Sincerely,



Michael H. Hartsock
Campaign Finance Analyst
Reports Analysis Division

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